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MEMORANDUM FOR: Chief, Audit Staff

SUBJECT : Report of Audit of Real Estate and Construction Division, Office of Logistics, as of 31 December 1962

REFERENCE : Memorandum to the Comptroller, from Chief, Audit Staff, dated 5 February 1963, same subject

Actions taken or contemplated by this Office on the matters brought to our attention by reference are summarized below in paragraphs numbered to correspond with reference:

1a. Recordation of deposits made from the Safehouse Fund

The security deposits for safehouses numbers 288, 326, 328, 349, and 352 were recorded in General Ledger Account 144.3 by an adjustment voucher, dated 28 January 1963.

It was not necessary to record the security deposit for safehouse number 249 because this was refunded to the Revolving Fund in January 1963. Also, the security deposit for safehouse number 327 was applied to the final month's rent in November 1962.

1b. Review and certification of Safehouse Fund Accountings

A Certifying Officer for the Operations and Liaison Section servicing this component is currently following the practice of visiting the Branch to review receipts and other supporting documentation which the Safehouse Branch retains in its office. The accountings are annotated to show review steps taken by the Certifying Officer prior to certification.

1c and d. Revision of Finance Division Chart and Description of Accounts

The description of accounts 177, "Real Property Owned", and 178, "Improvements to Real Property Assigned or Leased to the Agency" will be amended when the Chart is next revised to provide for semiannual rather than quarterly adjustments of these accounts. We believe the present language of these accounts clearly provides for the inclusion of all related assets whether paid for from vouchered funds or from confidential funds, however, when the account descriptions are revised this point will be stressed.

DOC 24 REV DATE 11 02 60 BY 016993
ORIG COMP 09 OPI 38 TYPE 02
ORIG CLASS S PAGES 2 REV CLASS C
JUST 2d NEXT REV 2010 AUTH: HR 70-2

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1a. Leased Housing Reports for the Comptroller - [redacted]

Inasmuch as there is no current need for the reports required under this provision of the regulation, this Office will request an appropriate revision of the regulation to delete the requirement.

[redacted]
Deputy Comptroller

25X1A9a

CONCURRENCE:

/s/
Chief, Finance Division — Date

/s/
Chief, Budget Division — Date

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